

CITY OF MOUNTAIN VIEW
Municipal General Election
November 8, 2016

ELECTION CALENDAR

Council Seats Open: Four (4) City Council Offices for Full Terms (Four Years)

When Applicable

CANDIDATE INTENTION STATEMENT – FORM 501:

Any individual who plans to be a candidate for local office and intends to solicit or receive campaign contributions for any purpose or who intends to spend funds for campaign purposes MUST file with the City Clerk a Candidate Intention Statement (Form 501) before soliciting or receiving any contributions (including loans) or expending any funds for the purpose of supporting or opposing any candidacy. Note that the Secretary of State requires an annual \$50 fee to maintain an open committee.

When Applicable

STATEMENT OF ORGANIZATION – FORM 410:

Any person or entity receiving \$2,000 or more in contributions in any calendar year is a “Committee” and must file a Statement of Organization with the Secretary of State and copy the City Clerk within 10 days of such receipt. Forms are available from the City Clerk’s Office or on the Fair Political Practices Commission (FPPC) website at www.fppc.ca.gov.
(Government Code §84101)

June 14

RESOLUTIONS: City Council adopts resolutions designating when polls will open and close, ordering canvass of returns, requesting services of Registrar of Voters and requesting consolidation of November 8, 2016 election.
(Elections Code §10002, 10242, 10403)

Between July 4 and
July 18

NOTICE OF ELECTION: City Clerk to publish once, a notice of Municipal General Election, not earlier than the 127th nor later than the 113th day prior to election. (Elections Code §12101, 12102 and Government Code §6061)

July 18
through
August 12
(at 5:00 p.m.)

NOMINATION PERIOD – FIRST AND LAST FILING

DATES: Voters may nominate candidates for election by signing a nomination paper not earlier than the 113th day nor later than 5:00 p.m. on the 88th day before a municipal election. Forms must be secured from the City Clerk and signed by at least 20 registered voters but not more than 30. Any person registered to vote at the election, and qualified to vote for the elective office of the City for which the nomination is made, may circulate a nomination paper. Any circulator, including the candidate, may also sign it. Last day to file nominations with the City Clerk is 5:00 p.m., August 12.

A candidate may withdraw his/her nomination papers up to the deadline, August 12, no later than 5:00 p.m.

(Elections Code §10220, 10224, 10227, 10407)

See August 13 on this calendar regarding extended filing period.

CANDIDATE’S STATEMENT AND FEE: If candidate elects to do so, candidate’s statement must be filed with the nomination paper and will remain confidential during the filing period. The statement may be withdrawn, but not altered, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period.

(Elections Code §13307, 13311)

Pursuant to the City of Mountain View Campaign Finance Ordinance, a candidate who files a candidate’s statement, accepts the VEL (\$24,073) and pays the first \$500 for the cost of publishing the candidate statement in the voter’s pamphlet at the time he/she files nomination papers, will be eligible to have the City pay for the balance of the cost of approximately \$1,520 of the estimated \$2,020 candidate statement fee for the November 8, 2016 Municipal General Election, subject to certain limitations. If a candidate exceeds the VEL by no more than \$500, he/she shall repay 25 percent of the City’s contribution toward the candidate statement. If a candidate exceeds the VEL by more than \$500, he/she shall repay the City’s entire portion.

August 1 5:00 p.m.	<u>CAMPAIGN DISCLOSURE STATEMENT DUE:</u> Semiannual Statement —file with the City Clerk. Deadline for financial disclosure report for the period January 1, 2016 through June 30, 2016.
August 10 through November 8	<u>CONTRIBUTION/INDEPENDENT EXPENDITURES REPORT – FORM 496/497:</u> File with the City Clerk. Sums of \$1,000 or more to/from a single source must be reported within 24 hours. On June 14, 2016, Council adopted Ordinance No. 8.16, amending the Campaign Finance Requirements and Voluntary Expenditure Limit Program to revise the disclosure requirements for advertisements (Page 47).
August 12	<u>NOMINATION PERIOD CLOSSES:</u>*
August 13 through August 17	<u>EXTENSION PERIOD:</u>* If an incumbent who is eligible to run fails to file papers by August 12, there will be a five-calendar-day extension during which any candidate, other than the incumbent, may file or withdraw from said office. (<i>Elections Code §10225, 10407</i>)
August 15	<u>WRITTEN ARGUMENTS</u> – Deadline for written arguments for any measure placed on the ballot. (<i>Elections Code §9281, 9282, 9283</i>)
August 18	<u>RANDOMIZED ALPHABET DRAWING:</u> Secretary of State will conduct randomized alphabet drawing at 11:00 a.m., which shall determine the order in which candidates' names will be placed on the ballot. (<i>Elections Code §13112</i>)
Between August 18 and October 29	<u>PUBLICATION – NOMINEES AND CENTRAL COUNTING PLACE:</u> Suggested dates for City Clerk to publish list of nominees in ballot order and central counting place. Published once. (<i>Elections Code §12109, 12110; Gov. Code Sec. §6066</i>)
TBD	<u>COUNCIL CANDIDATE ORIENTATION:</u> To be determined.

August 22, 2016	<p><u>REBUTTAL ARGUMENTS</u> – Deadline for rebuttal arguments in favor or against any measure that has been selected to be printed in the ballot pamphlet. (<i>Elections Code §9285</i>)</p> <p><u>IMPARTIAL ANALYSIS</u> – Prepared by the City Attorney for any measure that has been selected to be printed in the ballot pamphlet. (<i>Elections Code §9280</i>)</p>
August 25, 2016	<p><u>END OF 10-DAY PUBLIC EXAMINATION PERIOD</u> – For any arguments submitted in support or against a measure to be printed in the ballot pamphlet. (<i>Elections Code §9295</i>)</p>
September 1, 2016	<p><u>END OF 10-DAY PUBLIC EXAMINATION PERIOD</u> – for any rebuttal argument in favor against any measure that has been selected to be printed in the ballot pamphlet. (<i>Elections Code §9295</i>)</p>
September 12 through October 25	<p><u>WRITE-IN CANDIDACY OPENS AND CLOSES:</u> Time frame for write-in candidates to obtain and file nomination documents in the Office of the Registrar of Voters.</p>
September 29	<p><u>CAMPAIGN DISCLOSURE STATEMENT DUE – FORM 460: First Pre-election Statement</u> – file with the City Clerk. Deadline for financial disclosure report for period of July 1, 2016 through September 24, 2016.</p>
October 4	<p><u>POSTING OF CAMPAIGN FORMS ONLINE – FORM 460: First Pre-election Statement</u> – the City Clerk shall post all campaign disclosure forms on the City’s website within five business days of the FPPC filing due date (September 29, 2016) as required by the City of Mountain View Campaign Finance Ordinance.</p>
October 24	<p><u>LAST DAY TO REGISTER TO VOTE FOR NOVEMBER ELECTION:</u> Deadline to register to be eligible to vote in the November 8, 2016 election. (<i>Elections Code §2107</i>)</p>

- October 27 **CAMPAIGN DISCLOSURE STATEMENT DUE – FORM 460: Second Pre-election Statement**—file with the City Clerk. Deadline for financial disclosure report for period of September 25, 2016 through October 22, 2016.
- November 1 **POSTING OF CAMPAIGN FORMS ONLINE – FORM 460: Second Pre-election Statement**—the City Clerk shall post all campaign disclosure forms on the City’s website within five business days of the FPPC filing due date (October 27, 2016) as required by the City of Mountain View Campaign Finance Ordinance.
- November 1 **LAST DAY TO REQUEST VOTE BY MAIL VOTER’S BALLOT:**
Deadline to submit a request for a vote by mail ballot to be mailed to voter.
- November 1
(at 5:00 p.m.) **CUTOFF DATE FOR CANDIDATES TO ACCEPT CAMPAIGN CONTRIBUTIONS (TUESDAY PRIOR TO ELECTION):** Last day for candidates to accept campaign contributions as required by the City of Mountain View Campaign Finance Ordinance.
- November 3 **CAMPAIGN DISCLOSURE STATEMENT DUE – FORM 460: Third Pre-election Statement (Thursday Prior To Election)** as required by the City of Mountain View Campaign Finance Ordinance—file with the City Clerk. Deadline for financial disclosure report for period of October 23, 2016 through, and including, November 1, 2016. For this reporting period, candidates can choose to file the Mountain View campaign statement form, or the FPPC form, or develop their own form so long as it contains the required information such as the identity of the contributor, the amount of contribution and the date contribution was made.

The City Clerk shall post all campaign disclosure forms for this period on the City’s website before the election.

The City Clerk shall publish a notice of violation of the expenditure limit (\$24,073) within 72 hours of the City's knowledge of the violation as required by City of Mountain View Ordinance No. 8-16. The notice of violation shall be published in a newspaper of general circulation and posted on the City's website and on the City Hall bulletin board.

- November 8 **ELECTION DAY:** Polls are open 7:00 a.m. to 8:00 p.m.
(*Elections Code §10242, 10541, 14212*)
- November 9 **POSTELECTION CONTRIBUTIONS:** Successful and unsuccessful candidates may begin to accept contributions pursuant to the City of Mountain View Campaign Finance Ordinance.
- December 6 **OFFICIAL CANVASS OF VOTES:** Registrar of Voters to certify election results by December 6, 2016.
(*Elections Code §10262*)
- Within five days after canvass **RECOUNT OF VOTES:** Last day for any voter to file a request for recount of votes. (*Elections Code 15620*)
- December 13 **CERTIFICATE OF CANVASS OF RETURNS:** The City Clerk shall present to the City Council the record of the canvass of returns and upon acceptance, the Council shall adopt a resolution declaring the results of election.
(*Elections Code §10262, 10263*)
- January 10, 2017 **ELECTION CERTIFICATES:** The City Clerk shall sign and deliver a certificate of election to newly elected officials. The City Clerk shall also administer to each person elected the oath of office prescribed in the State Constitution.
(*Elections Code §10265, State Constitution Sec. 3, Article XX*)
- CANDIDATES TAKE OFFICE:** Newly elected Councilmembers shall be seated and the Council shall elect one of its members as Mayor and one of its members as Vice Mayor.

January 31, 2017

CAMPAIGN DISCLOSURE STATEMENT DUE – FORM 460: Semiannual Statement—file with the City Clerk. Deadline for financial disclosure report for period November 2, 2016 through December 31, 2016.

February 9, 2017

ASSUMING OFFICE STATEMENT – FORM 700: Within 30 days after terms begin, newly elected Councilmembers must file a statement of economic interests showing investments, interests in real property, business positions held on the date of assuming the office, and income (including loans, gifts, and travel payments) received during the 12 months prior to assuming the office.

This calendar may not contain all of a candidate's or district's filing requirements. The Office of the Registrar of Voters is not open for filings on Saturday, Sunday, or holidays.

* Refer to California Elections Code Sections 9190, 9295, and 13313 for details of public examination periods and writ of mandate.

Current and Historical Campaign Finance Disclosure Statements: [Campaign Disclosure Filings](#)

Fair Political Practices Commission – Campaign Finance Forms and Rules: [*FPPC Campaign Finance](#)

Santa Clara County Registrar of Voters: [*Registrar of Voters](#)

City of Mountain View Campaign Finance Ordinance: [*Voluntary Expenditure Limits for Council Candidates](#)

[City Attorney's Campaign Disclosure Memo](#)

[*Hover over links, right click and select "Open Hyperlink"](#)